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Information and Notices

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I

(Information)

COMMISSION

Ecu ⁽¹⁾

15 February 1990

(90/C 36/01)

Currency amount for one ecu:

Belgian and Luxembourg franc con.	42,6689	Spanish peseta	131,887
Belgian and Luxembourg franc fin.	42,6689	Portuguese escudo	179,853
German mark	2,04064	United States dollar	1,21633
Dutch guilder	2,29959	Swiss franc	1,81720
Pound sterling	0,717726	Swedish krona	7,48043
Danish krone	7,87757	Norwegian krone	7,86844
French franc	6,93977	Canadian dollar	1,46872
Italian lira	1515,43	Austrian schilling	14,3661
Irish pound	0,769683	Finnish markka	4,80633
Greek drachma	192,363	Japanese yen	175,662
		Australian dollar	1,62286
		New Zealand dollar	2,07849

The Commission has installed a telex with an automatic answering device which gives the conversion rates in a number of currencies. This service is available every day from 3.30 p.m. until 1 p.m. the following day. Users of the service should do as follows:

- call telex number Brussels 23789;
- give their own telex code;
- type the code 'cccc' which puts the automatic system into operation resulting in the transmission of the conversion rates of the ecu;
- the transmission should not be interrupted until the end of the message, which is marked by the code 'ffff'.

Note: The Commission also has an automatic telex answering service (No 21791) providing daily data on calculation of monetary compensatory amounts for the purposes of the common agricultural policy.

(¹) Council Regulation (EEC) No 3180/78 of 18 December 1978 (OJ No L 379, 30. 12. 1978, p. 1), as last amended by Regulation (EEC) No 1971/89 (OJ No L 189, 4. 7. 1989, p. 1).
 Council Decision 80/1184/EEC of 18 December 1980 (Convention of Lomé) (OJ No L 349, 23. 12. 1980, p. 34).
 Commission Decision No 3334/80/ECSC of 19 December 1980 (OJ No L 349, 23. 12. 1980, p. 27).
 Financial Regulation of 16 December 1980 concerning the general budget of the European Communities (OJ No L 345, 20. 12. 1980, p. 23).
 Council Regulation (EEC) No 3308/80 of 16 December 1980 (OJ No L 345, 20. 12. 1980, p. 1).
 Decision of the Council of Governors of the European Investment Bank of 13 May 1981 (OJ No L 311, 30. 10. 1981, p. 1).

STATE AID

N 230/89

(Spain)

(Articles 92 to 94 of the Treaty establishing the European Economic Community)

(90/C 36/02)

Commission communication pursuant to Article 93 (2) of the EEC Treaty to other Member States and interested parties concerning aids which Spain has decided to grant for public transport by road in the Basque country.

By letter dated 19 June 1989 the Spanish Government informed the Commission, pursuant to Article 93 (3) of the EEC Treaty, of a proposed scheme of aid for public transport by road in the Basque country. The scheme comprises grants for carrying out viability studies and for the acquisition of fixed assets by the firms concerned.

The Commission takes the view that aids for replacing old vehicles by new vehicles are liable to be caught by the ban in Article 92 (1) of the Treaty. Whether these vehicles are or are not used for Community transport is a consideration that has no bearing in this context.

On the information it has received so far, the Commission considers that the planned aids would not qualify for any of the derogations provided for in Article 92 (3), since they are not part of a programme of market improvements in the interest of the Community involving, among other things, a reduction in transport capacity.

Under these circumstances, and in line with its approach in similar cases involving other Member States, the

Commission has decided to initiate the procedure provided for in Article 93 (2). It would remind the Spanish Government that, under Article 93 (3) of the EEC Treaty, the proposed measures must not be put into effect until the procedure provided for in paragraph 2 of that Article has resulted in a final decision.

The Commission draws the attention of the Spanish Government to the letter it sent to all Member States on 3 November 1983 concerning their obligations under Article 93 (3) of the EEC Treaty and to the communication published in the *Official Journal of the European Communities* No C 318 of 24 November 1983, page 3, in which they were reminded that any aid granted illegally, that is without waiting for the final decision under the procedure provided for in Article 93 (2) of the EEC Treaty, may have to be refunded.

The Commission hereby gives the other Member States and interested parties notice to submit their comments on the measures in question within one month from the date of publication of this notice to:

Commission of the European Communities,
200 rue de la Loi,
B-1049 Brussels.

The comments will be communicated to Spain.

Call for proposals for participation in Brite/Euram

(Manufacturing technologies and advanced materials (1989 to 1992))

(90/C 36/03)

1. Proposals are now invited for the second call for proposals of the Brite/Euram programme. The final date for submission of proposals is 14 September 1990 at 5.00 pm.

2. This call covers the following fields:

- advanced materials technologies,
- design methodology and quality assurance for products and processes,

- application of manufacturing processes,
- technologies for manufacturing processes.

3. There will be three separate forms of support:

- (a) Industrial applied research will be implemented by cost-shared contracts, involving at least two legally independent industrial enterprises from two different Member States. Total project costs should fall in the

- range of ECU one to three million and cover at least 10 man-years of activity. Each party is expected to make a significant contribution to the project. The contracting parties shall bear a substantial part of the costs, up to 50 % of which shall, as a rule, be borne by the Community. Alternatively, in respect of universities and similar organizations carrying out projects, the Community may, within the abovementioned limits of its financial contribution, bear up to 100 % of the additional expenditure involved.
- (b) Between 7 and 10 % of the budget will be implemented by cost shared contracts for focused fundamental research in areas where industrial progress is hindered by weakness in basic science. Focused fundamental research projects shall involve at least two partners established in different Member States. To ensure a true industrial focus for this activity, which need not include an industrial partner, there will be a requirement for industrial endorsement by nominated individuals from industry. When the partners are universities or similar institutions, the Community could bear up to 100 % of marginal costs. Projects in the range of ECU 400 000 to ECU 1 million must cover at least 10 man-years of activity.
- (c) A small proportion of the total programme budget will be spent on coordinated activities.
4. The information package containing full details of the programme and how to apply can be obtained on written request from:
- Commission of the European Communities,
Directorate-General for Science,
Research and Development,
Directorate for Technological Research Brite/Euram programme,
200 rue de la Loi,
B-1049 Brussels;
telex COMEU B 21877,
telefax (322) 235 80 46.

Commission communication pursuant to Article 115 of the EEC Treaty

(90/C 36/04)

By Decision C(90) 262 dated 13 February 1990 the Commission has authorized the French Republic not to apply Community treatment to woven fabrics and sacks category 33 originating in China and in free circulation in the other Member States.

The said Decision is applicable from the 29 January 1990 until 31 August 1990.

The text of this Decision may be obtained from the Commission, Brussels: tel. 02/235 23 64, telefax (02) 235 01 20 or 235 01 21.

Communication C(90) 203 from the Commission pursuant to Article 9 (9) of Council Regulation (EEC) No 3420/83 of 14 November 1983

(90/C 36/05)

By virtue of Article 9 (1) of Council Regulation (EEC) No 3420/83 of 14 November 1983 on import arrangements for products originating in State-trading countries, not liberalized at Community level⁽¹⁾, the Commission has adopted the following changes to the import arrangements applied in Spain from 7 February 1990.

With regard to State-trading countries:

The quantitative restrictions on the release for free circulation in Spain of the products shown in the Annex, originating in the State-trading countries listed in Annex I to Council Regulation (EEC) No 3420/83, are to be abolished.

⁽¹⁾ OJ No L 346, 8. 12. 1983, p. 6.

ANEXO — BILAG — ANHANG — ΠΑΡΑΡΤΗΜΑ — ANNEX — ANNEXE — ALLEGATO — BIJLAGE — ANEXO

Código NC KN-kode KN-Code Κωδικός ΣΟ CN code Code NC Codice NC GN-code Código NC	Código NC KN-kode KN-Code Κωδικός ΣΟ CN code Code NC Codice NC GN-code Código NC
2503	7019 10 99
2807 00 10	7019 20 11
2836 20 00	7019 20 31
2836 30 00	7019 20 35
2917 11 00	7019 20 90
2918 15 00	7019 31 00
2922 42 00	7019 90 91
2930 90 80	7113
4202 19 91	7116
4202 19 99	8414 30 30
4202 99 10	8414 30 99
4202 99 90	8505 11 00
4302 30 10	8505 19 90
4303 10 10	9113 10 10
4303 10 90	9113 10 90
6603 20 00	9303
7017 10 00	9304 00 00
7019 10 10	9307 00 00
7019 10 51	9609 10 10
7019 10 59	9609 10 90

Productos textiles — Tekstilvarer — Textilwaren — Υφαντουργικά προϊόντα — Textile products — Produits textiles — Prodotti tessili — Textielprodukten — Produtos têxteis

Categoria Kategori Kategorie Κατηγορία Category Catégorie Categoria Kategorie Categoria	Código NC KN-kode KN-Code Κωδικός ΣΟ CN code Code NC Codice NC GN-code Código NC
ex 43	{ 5508 20 90 5511 30 00
51	
56	
95	
96	
ex 99	{ 5906 10 10 5906 10 90 5906 99 10 5906 99 90
144	
152	

Commission communications C(90) 261 pursuant to Article 9 (9) of Council Regulation (EEC) No 3420/83

(90/C 36/06)

By virtue of Article 9 (1) of Council Regulation (EEC) No 3420/83 of 14 November 1983 on import arrangements for products originating in State-trading countries, not liberalized at Community level ⁽¹⁾, the Commission has adopted the following change(s) to the import arrangements applied in the Federal Republic of Germany with regard to certain State-trading countries with effect from 9 February 1990.

The quantitative restrictions on the release for free circulation in the Federal Republic of Germany of the products indicated, in the Annex, originating in the State-trading countries listed opposite each product, are hereby abolished.

⁽¹⁾ OJ No L 346, 8. 12. 1983, p. 6.

ANEXO — BILAG — ANHANG — ΠΑΡΑΡΤΗΜΑ — ANNEX — ANNEXE — ALLEGATO — BIJLAGE — ANEXO

Código NC KN-kode KN-Code Κωδικός ΣΟ CN code Code NC Codice NC GN-code Código NC	Países de comercio de Estado Statshandelslande Staatshandelsländer Χώρες κρατικού εμπορίου State-trading countries Pays à commerce d'État Paesi a commercio di Stato Landen met staatshandel Países de comércio de Estado
4411 21 00 4411 31 00 6908 90 51	} AL, BG, SU, RPC, VN, COR, MO
7202 41 90	

III

(Notices)

COMMISSION

NOTICE

(90/C 36/07)

A RECRUITMENT POLICY OF THE COMMISSION OF THE EUROPEAN COMMUNITIES

The Commission is in the process of improving its recruitment procedure particularly as concerns the length and frequency of competitions

1 Length of the procedure

In future the Commission aims to complete open competitions no later than 12 months after the closing date for applications

This period may even be brought down to six or nine months in the case of specialized or single-language competitions

2 Frequency

The Commission plans to hold regular broad-based open competitions

— For *category A*, an open competition (for administrators and assistant administrators) will be launched every September, the broad subject areas alternating year by year between law on the one hand and economics on the other

Other more specialized subjects (such as auditing, customs, data processing, fisheries, agriculture and development) will be covered as requirements dictate

— For *category LA*, competitions will be organized, as at present, according to requirements for translators and interpreters. As regards translators, the Commission envisages a two- to three-year cycle to cover all nine Community languages

— For *category B*, an open competition will in principle be organized every two years as requirements dictate

— For *category C*, competitions for typists are planned on a two-year cycle to cover all language requirements

A table showing the main open competitions planned over the next three years is attached

3 The Commission's policy is to ensure equal opportunities for its male and female staff. It also recently adopted a positive action programme for its female staff

4 For further information, please write to

Recruitment Unit,
Commission of the European Communities,
200 rue de la Loi,
B-1049 Brussels

MAIN OPEN COMPETITIONS PLANNED

Year	Month of publication	Category	Subject area (*)
1990	September	Administrators A Assistant administrators	Law
1991	February	Administrative assistants B	General administration Accounting, public finance Auditing of accounts Statistics Library, documentation, archives Customs
1991	September	Administrators A Assistant administrators	Economics Statistics
1992	September	Administrators A Assistant administrators	Law

(*) The Commission may include other specialized areas if requirements so dictate.

B. PROVISIONS COMMON TO THE OPEN COMPETITIONS FOR RECRUITMENT OF STAFF WHICH ARE ANNOUNCED IN THE OFFICIAL JOURNAL BY THE INSTITUTIONS OF THE COMMUNITIES

The Staff Regulations of Officials of the European Communities and the Annexes thereto provide that any open competition for the recruitment of staff shall be preceded by a notice of competition published in the *Official Journal of the European Communities*.

No applications other than those submitted in response to this notice and relating to a specific competition can be accepted. Applications submitted before publication of this notice cannot be taken into consideration.

Applications must be in typescript or, if handwritten, made out in block capitals. Applicants should abide strictly by the instructions given on the application form. Reference should be made to the number of the open competition in the space provided for that purpose.

I. General conditions

The Staff Regulations of Officials of the European Communities provide that to be eligible for appointment to a post in an institution of the European Communities the candidate must satisfy the following requirements:

1. Unless otherwise decided by the appointing authority, be a national of one of the Member States of the Communities (*) and in full enjoyment of his rights as a citizen.
2. Have conformed with any laws applicable to him as regards military service.

(*) The Member States are: Belgium, Denmark, France, the Federal Republic of Germany, Greece, Ireland, Italy, Luxembourg, the Netherlands, Portugal, Spain and the United Kingdom.

3. Be of the necessary good character and repute. Evidence of good character will be assessed by each Member State in accordance with their customary procedures.
4. Have been declared successful in a competition held by the Commission, based either on degrees, diplomas, etc., on tests, or on both.
5. Be of the necessary standard of physical fitness.
6. Possess a perfect command of one of the official languages of the Communities⁽¹⁾ and a satisfactory knowledge of another official language of the Communities to the extent necessary to the performance of his duties.

II. Procedure

As laid down in the Staff Regulations, the competition will be organized as follows:

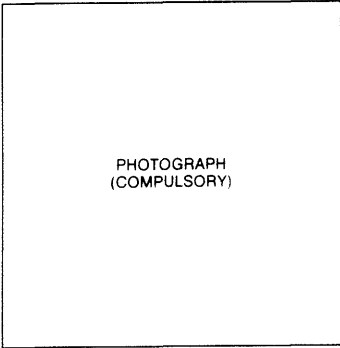
1. Candidates must complete an application form, the terms of which shall be laid down by the appointing authority; they may, where appropriate, be requested to furnish additional documents or particulars.
2. A selection board will be set up for each competition; it will consist of persons nominated by the appointing authority and the Staff Committee.
3. The appointing authority will draw up a list of the candidates who satisfy the conditions set out in paragraphs 1, 2 and 3 of Section I above, and will forward this to the selection board together with the candidates' files.
4. The selection board will determine the list of candidates who satisfy the requirements laid down in the competition notice following an examination of their files, and:
 - where the competition is based on tests, all the candidates entered on that list will be admitted to the tests,
 - where the competition is based on degrees or diplomas, the board, having laid down the criteria pursuant to which it will assess the degrees or diplomas of the candidates, will then examine the degrees or diplomas of those candidates who are entered on that list,
 - where the competition is based on tests and on degrees or diplomas, the board will select from the list the candidates to be admitted to the tests.
5. On completion of the competition, the selection board will establish a list of candidates deemed suitable for the posts to be filled. The list of successful candidates, which wherever possible will comprise at least twice as many candidates as there are posts to be filled, will be submitted to the appointing authority, which will choose therefrom the person(s) it appoints to the vacant post(s).
6. The proceedings of the selection board will be secret.

This procedure can also be used for the purpose of establishing a reserve list of suitable candidates from which appointments may be made.

III. Submission of applications

Candidates are requested to send their applications, on the official form provided in this Official Journal, to one of the addresses given in the announcement of the competition. They are also requested to enclose a *curriculum vitae* to supplement, if necessary, the information given in the application form.

(¹) The official languages of the Communities are: Danish, Dutch, English, French, German, Greek, Italian, Portuguese and Spanish.



PHOTOGRAPH
(COMPULSORY)

APPLICATION FORM

(to be completed in block capitals using black ink)

1. Surname ⁽¹⁾: Forenames:

2. Address: Telephone number:
Street: No:
Postal code: Town: Country:

3. Place and date of birth: 4. Sex: Male Female

5. Present nationality (if dual, indicate both):

6. Are you asking for the age limit to be raised? YES NO
If yes, state why and in respect of what period (exact dates) and attach the supporting documents specified in the notice of competition.

- Looking after one or more young children from to
- from to
- from to
- Compulsory military or other service from to
- Physical handicap
- Official or other servant of the European Communities from to

7. If you have worked or are working as an official or other servant of the European Communities, please give the following information:
Institution: Commission/Council/Parliament/Court of Justice/Economic and Social Committee/Court of Auditors
Administrative position: Official/temporary/auxiliary/member of local staff
Grade: since: Personnel No:

8. Knowledge of languages:
Place the following numbers (1, 2 or 3) in the appropriate box or boxes:
1 — for your mother tongue or main language;
2 — for the second language required by the notice of competition;
3 — for any other languages you know.

German	English	Danish	Spanish	French	Greek	Italian	Dutch	Portuguese	Other (state which)

9. In which newspaper or periodical did you see the advertisement for this competition?

(1) IMPORTANT: Your application will be registered under this name.
Please use it and quote the number of the competition in all correspondence. Any other name (e.g. maiden name) appearing on diplomas or certificates accompanying this application should be indicated below:

10. Education (attach photocopies of certificates):

A. Primary, secondary, advanced secondary or technical education			
Name and address of establishment (town and country)	Years of study		Certificates and/or diplomas obtained. State official length of course and main subjects
	from	to (')	
B. Higher education			
Name and address of university or other establishment (town and country)	Years of study		Degree or diploma obtained. State official length of course and main subjects
	from	to (')	
C. Post-graduate education			
Name and address of university or institute (town and country)	Years of study		Diploma or other qualification obtained
	from	to (')	

(1) State the date (month and year) when the qualification was obtained

11. Published works:

.....

.....

.....

12. Office skills:

	YES	NO	If yes, state speed:
Typing:	<input type="checkbox"/>	<input type="checkbox"/>
Word processing:	<input type="checkbox"/>	<input type="checkbox"/>
Keyboard:	AZERTY / QWERTY / QWERTZ / QZERTY / GREEK / HCESAR		

**COMMISSION
OF THE
EUROPEAN COMMUNITIES**

Directorate-General
for Personnel and Administration

Directorate for Personnel

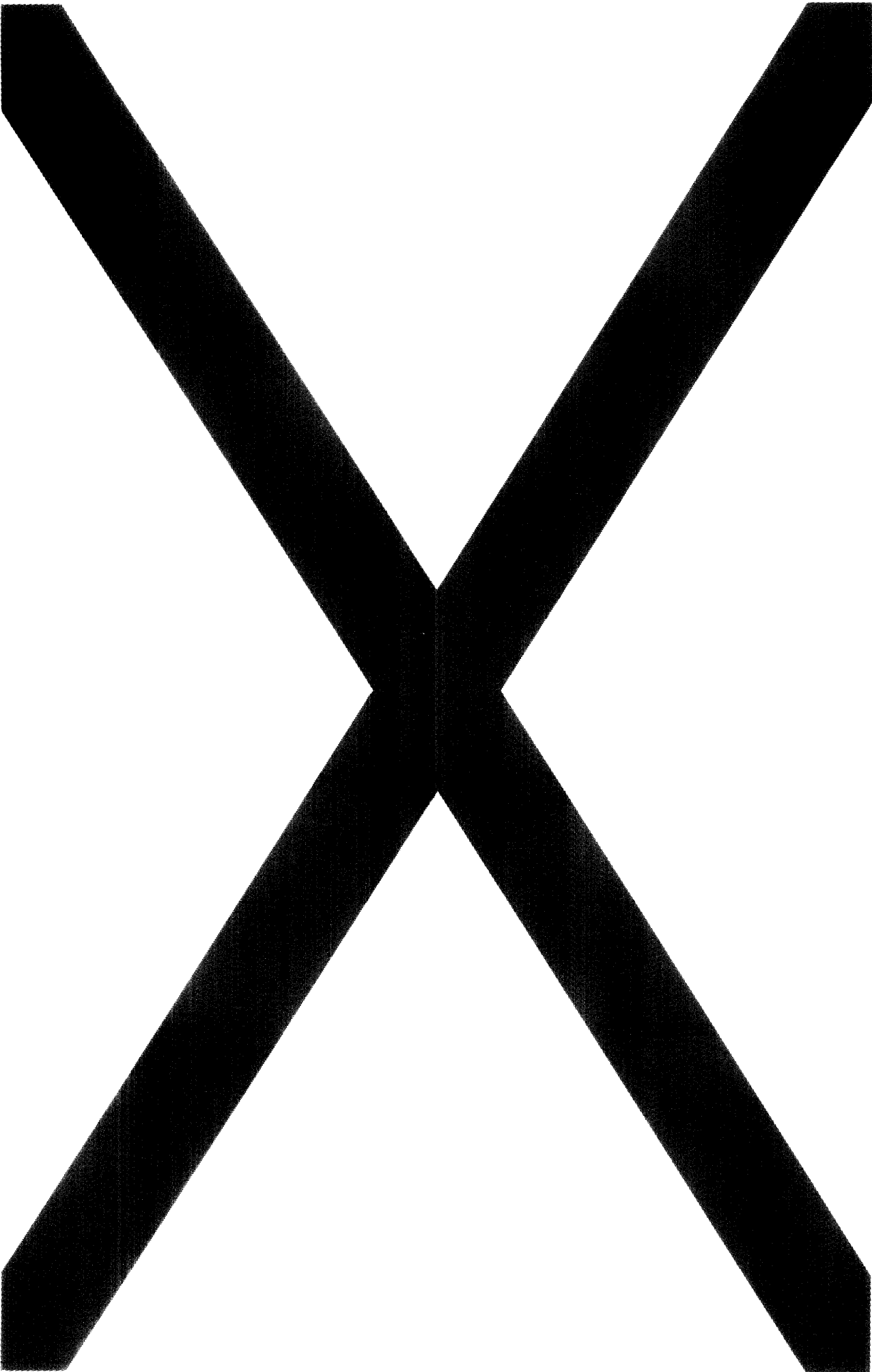
↓ To be completed by the candidate

(Name)
(Address: Street/No)
(Postal code/Town)
(Country)

To be completed by the administration

**Acknowledgment of receipt of application form
for open competition COM/A/691**

REMINDER: If you have not yet submitted copies of degrees, diplomas or other documents relating to qualifications and experience, these should be dispatched by *23 March 1990* at the latest, preferably by registered post. Please quote the number of the competition.



13. Career to date:
Give details of the post(s) you have held hitherto and professional experience acquired.

1. Present or most recent post					2. Previous post				
Dates		length (months)	Gross monthly salary		Dates		length (months)	Gross monthly salary	
from	to		At the beginning	On leaving	from	to		At the beginning	On leaving
...../...../...../...../...../...../...../...../.....
Exact designation of post:					Exact designation of post:				
Name and address of employer:					Name and address of employer:				
Nature of work:					Nature of work:				
Reasons for leaving:					Reasons for leaving:				
Earlier posts									
3. Name and address of employer:									
..... from/...../..... to/...../..... Length (months):									
Nature of work:									
Reasons for leaving:									
4. Name and address of employer:									
..... from/...../..... to/...../..... Length (months):									
Nature of work:									
Reasons for leaving:									

Continue on additional sheets if necessary.

14. Period of notice required to leave your present post:
15. If you had the choice, would you prefer to be posted to:
- Brussels Luxembourg
16. Have you taken part in previous competitions organized by the European Communities? YES NO
If yes, state which
17. Long periods spent abroad (please indicate countries visited, dates and reasons for stay):
.....
.....
.....
18. Interests and skills not connected with work, including social and sports activities:
.....
.....
.....
19. Have you a physical handicap which might pose practical problems during the tests? YES NO
If yes, please give details (to enable the administration to make the necessary arrangements, if it can):
.....
.....
20. Name, address and telephone number of persons who can be contacted should you not be available:
21. Have you ever been convicted or found guilty of any offence by any court? If so, give details:

DECLARATION

I, the undersigned
 declare on my word of honour that the information provided above is true and complete. I further declare on my word of honour that:

- (i) I am a national of one of the Member States and enjoy my full rights as a citizen;
- (ii) I have fulfilled any obligations imposed on me by the laws concerning military service;
- (iii) I meet the character requirements for the duties involved.

I undertake to produce on request supporting documents in respect of points (i), (ii) and (iii) above and accept that failure to do so may invalidate this application.

I am willing to undergo the compulsory medical examination to ensure that I am physically fit to perform the duties involved.

Date and signature:

DO NOT FORGET TO SIGN!

Applications and copies of supporting documents should be sent, preferably by registered post, to the address given in the notice of competition.

For the purposes of this application, candidates may not make reference back to any application forms, documents or other information submitted in connection with previous applications.

Each candidate will be informed of the outcome of his application.

IV. Probationary period

Every official, except officials in grades A 1 and A 2, is required to serve a probationary period and can be established only if he has given satisfaction during that period. The probationary period is nine months if the official is appointed to a post in category A, the Language Service or category B; it is six months if he is appointed to a post in another category.

V. Salary and allowances

Remuneration consists of:

1. A basic salary.
2. Subject to the provisions of the Staff Regulations:
 - (a) an expatriation allowance equal to 16 % of the sum of the basic salary plus any family allowances. The expatriation allowance will not be less than Bfrs 12 150 per month;
 - (b) a daily allowance during a given period.
3. Subject to the provisions of the Staff Regulations, family allowances comprising:
 - (a) a household allowance equal to 5 % of the basic salary; this allowance will not be less than Bfrs 5 281 per month;
 - (b) an allowance of Bfrs 6 802 per month for each dependent child;
 - (c) an education allowance equal to the actual education costs incurred, up to Bfrs 6 078 per month for each dependent child.

Officials are covered by a pension scheme, and a health and accident insurance scheme. Their contributions are deducted from their remuneration, as laid down in the Staff Regulations.

The remuneration of officials less the statutory deductions is subject to weighting at a rate above, below or equal to 100 %, depending on the cost of living in the various places of employment.

VI. Tax

Remuneration is exempt from national income taxes but is subject to a tax charged by the Communities themselves.

GUIDE TO CANDIDATES TAKING PART IN OPEN COMPETITIONS ORGANIZED BY THE COMMISSION

PLEASE READ THIS GUIDE VERY CAREFULLY BEFORE YOU FILL IN YOUR APPLICATION FORM

This Official Journal contains the notice with details of the competition in which you are interested and an application form. As you are applying for a post in an international organization, there are a number of things about which you should be especially clear in order both to help those concerned with selection and to avoid disappointment for yourself.

1. Notice of competition

Please read this notice very carefully and make sure that in your opinion you fulfil all the basic conditions. Conditions such as nationality, age and educational qualifications have to be rigidly enforced and you are therefore wasting your own time and the time of the Commission in completing the form if you do not meet these requirements. Similarly, applications postmarked after the closing date will not be accepted.

2. Categories

All posts in the Commission, whether permanent or temporary, are classified as follows:

Category A:

staff with a university education engaged in administrative and advisory duties, often policy related;

Language Service (LA):

staff with a university education who work as translators or interpreters; the 'LA' structure corresponds to grades A 3 to A 8 of category A above;

Category B:

staff with at least an advanced secondary education engaged in executive duties (comparable with those performed by an executive officer);

Category C:

staff with a secondary education engaged in clerical duties (comparable with those performed by a

clerical officer/clerical assistant); graduates are not eligible for category C posts;

Category D:

staff with a primary education engaged in manual or service duties; those with an advanced secondary education and/or with a university degree are not eligible for category D posts.

3. Education

Educational qualifications will be considered and assessed, where necessary, by someone with an expert knowledge of your country's education system as well as by the selection board. But it will still help considerably if you give the precise dates and details of the different stages of your education. Thus, for example, care should be taken to indicate both 'O' level and 'A' level, and first degree and postgraduate qualifications, separately. The type of degree and the period during which you studied for it should be specified. In the case of any other courses, you should indicate clearly whether these were full-time or part-time and the subjects covered.

Photocopies of your examination certificates should be enclosed with your application form. If this is not possible, you should mention this when filling in your application form and take steps to obtain them rapidly. *In any event, these copies must be sent in before the closing date for the submission of applications.* Candidates who have been educated in non-member countries, such as the USA or Canada, should provide as much detailed documentation as possible to enable expert assessment of the certificates concerned.

4. Experience

This part of the application form is one of the most difficult to fill in and, if necessary, you may add a fuller *curriculum vitae* to explain the various kinds of work you have done. Please note the following points:

- (a) you should put down the month as well as the year in which you took up or left a post;

(b) although your application form will be examined by a selection board which will include somebody with a good background knowledge of your country, you should make every effort to explain clearly the kind of work involved; thus, simply to say 'administrative officer' or 'manager' *is not sufficient and may lead to your exclusion from the competition* on the grounds that there is no evidence that you have the required experience.

Please send a statement from previous employers and from your present employer outlining the kind of work you did or do and the responsibilities involved. It is understood that in the case of your present employer this may not be possible although employers are generally much more understanding about this than many employees think. By providing full details of your experience, you place the selection board in the best possible position to decide whether or not to admit you to the competition.

It should be noted that *you have to sign a declaration at the end of the application form that the information provided is true and complete*, and that in the event of your being appointed to a post with the Commission it will become the first part of your personal file. It is therefore important that nothing is omitted or given the wrong emphasis.

Competitions are sometimes organized for candidates of a particular language. It is very difficult for candidates, even those who consider themselves bilingual, to succeed in a competition which is not in their mother tongue. Such candidates are best advised to decide what their principal language is and to apply only for competitions for candidates of that language.

5. Procedure after the submission of applications

The safe arrival of your application form will be acknowledged. Then, when all the application forms have been examined by the selection board, you will receive a letter either informing you that you have been admitted to the tests and giving you details of the date and place or informing you that you have not been admitted to the tests and explaining why.

6. Common causes of misunderstanding

The selection board takes a considerable amount of time and trouble to establish clear criteria for

admission and exclusion and to examine each application form. Normally, when candidates appeal against its decisions, reconsideration of their application shows that they have misunderstood some of the basic conditions for admission to the competition.

— Professional experience is counted *only* from the time the candidate reached the educational level required. Thus, for 'A' grade competitions, for which a university degree is required, experience, as far as the institutions are concerned, will be counted only from the time when the degree was obtained.

— The educational level required for admission to competitions is not always the same as that required by national civil services; the requirements of the Commission are set out in the competition notice.

— The notice of competition published in the Official Journal has to cover the education systems of the different member countries and cannot therefore be geared to the subtleties of an individual system. If you are in doubt as to whether you are sufficiently qualified, you are advised to look at the press advertisement, which will usually give a clearer indication of the level required, or to contact the Commission direct.

7. Competitions based on qualifications and tests — examination of qualifications

Candidates' attention is drawn to the meaning of the phrase 'competition based on qualifications'. These 'qualifications' should not be confused with the basic conditions for admission to the competition itself. Candidates *must* fulfil the conditions set out in the notice of competition in order to be admitted to the competition. The 'qualifications', however, are additional to these conditions, e.g. certificates or diplomas above the level required, a broader spectrum of work experience or very specialized work experience, published works, etc., all of which allow the selection board to make a comparative assessment of the candidates' achievements. In other words, candidates who satisfy the basic conditions will gain admission to the competition but only those with the best portfolio of additional 'qualifications' will be invited to sit the tests.

8. Written tests

Candidates admitted will normally be invited to take part in a written test either in their own country, or in Brussels, or in some other convenient part of the European Community, depending on the availability of examination rooms and the place of origin of candidates. Full details are given to candidates invited to attend. A contribution is made towards the travelling costs of candidates who have to travel further than 100 km to the examination centre.

The written examinations take place simultaneously for all candidates in all languages. Candidates obviously have the right to take the examination in their mother tongue provided it is one of the official Community languages, i.e. Danish, Dutch, English, French, German, Greek, Italian, Portuguese and Spanish.

Although a university degree in any discipline will gain admission to Category A competitions, candidates should note that the written and oral tests presuppose a thorough knowledge of the area(s) described in the competition notice (Section I — Nature of Duties). The technical knowledge required to pass the tests should not therefore be underestimated.

9. Marking of the written tests and invitation to attend for interview

Some tests are marked by computer, others by senior members of the staff of the institutions of the same mother tongue as the candidate or by external experts. Each test is marked by two examiners.

The selection board examines the marks awarded for the written tests and will arbitrate where there are significant differences between the marks awarded by the different examiners. Candidates' papers are identified by number only and there is no possibility of a candidate's identity being known at this stage.

After the selection board has considered the results of the written tests, the successful candidates will be invited to attend for interview.

10. Oral tests

The interview is carried out in the candidate's mother tongue and supplementary information about it is sent out to the candidates beforehand.

It is perhaps worth stressing that no candidate should hesitate to apply because of lack of confidence about linguistic ability. While it is true that as a rule the selection board will briefly check this ability at the interview stage, this would normally not be a stumbling block for somebody

who has a basic knowledge of the language (corresponding to 'O' level) and has possibly brushed it up by attending conversation classes.

11. Knowledge of languages

Many potential candidates are put off by the idea of having to work in a foreign language. While it is true that much of the day-to-day work in the Commission in Brussels and Luxembourg is done in French or English, it should be pointed out that intensive language courses are available for new recruits and that a reasonable level of competence can usually be attained in quite a short time.

12. Equal opportunities

The Commission is an equal opportunities employer and particularly welcomes applications from female candidates for posts where women are currently underrepresented.

Great care is taken to avoid any form of discrimination and interview boards normally include officials of both sexes as do internal promotion boards.

13. Preparation for open competitions

No special preparation should be required for candidates who are well qualified for the given field in their own country.

14. Checklist

Before sending in your application form, please make sure that:

- you have signed the back page of the application form
- you have attached photocopies of all relevant supporting documents
- you have indicated your choice of second Community language
- you have attached the necessary documents if you are asking for the age limit to be raised
- your application is clear and complete

NOTICE OF OPEN COMPETITION COM/A/691

(90/C 36/08)

The Commission of the European Communities is organizing an open competition, based on qualifications and tests, to fill a vacant post for a

PRINCIPAL ADMINISTRATOR

(male or female)

to head the Markets Unit in the Directorate-General for Fisheries, in the career bracket covering grades 5 and 4 of category A. Recruitment will be to grade A 5.

I. NATURE OF DUTIES

Administrative, advisory and supervisory duties, following general guidelines, relating to the fisheries activities of the European Communities.

Running the administrative unit responsible for the management and common organization of the markets in fishery products.

Monitoring the application of Community legislation governing these markets.

Drafting Community regulations relating to the common organization of the markets in fishery products.

These duties will require a sound experience of law and/or economics and the ability to head a team.

Place of employment: Brussels

II. ELIGIBILITY

The competition is open to candidates who satisfy the following requirements:

A. GENERAL CONDITIONS

As laid down in Article 28 (a), (b) and (c) of the Staff Regulations of Officials of the European Communities (¹).

B. SPECIAL CONDITIONS

1. Age limit:

Candidates must have been born after 16 February 1936.

The age limit may be raised in the following cases:

- (a) For candidates who have performed compulsory military service or any other form of compulsory service the age limit is raised by the length of service performed; additional periods of voluntary service will not be taken into consideration. Any request for the age limit to be raised must be accompanied by a certificate issued by the appropriate military or other authorities, stating the dates when the candidate began and completed compulsory service.
- (b) For candidates who at any time have been out of paid employment for at least one year in order to look after a child under school age who was living with them and dependent on them the age limit may be raised by one year for each child, up to a maximum of three years. Any request for the age limit to be raised must be accompanied by the birth certificate of each child and a statement giving the exact dates when the candidate was out of paid employment and the reasons.
- (c) For candidates who have a physical handicap compatible with the duties to be performed and officially recognized by the appropriate authority the age limit is raised by three years. Any request for the age limit to be raised must be accompanied by a certificate issued by the appropriate authority attesting that its holder is handicapped.

The age limit may not be raised by more than five years altogether. Requests for the age limit to be raised will not be considered unless accompanied by the necessary supporting document(s).

2. Certificates, diplomas and experience

By the closing date for the submission of applications, candidates must:

(¹) The general conditions referred to at A are specified in the notice preceding this notice of competition.

- (a) have completed a course of university education and obtained a degree or diploma in law or economics (the selection board will allow for differences between education systems);
- (b) and have at least 12 years' experience since leaving university, at least six years of which must be relevant to the duties described at I above; details of this experience should be given on the application form; in acquiring the experience candidates must have gained a thorough knowledge of the legal and/or economic as well as the technical aspects of the Community machinery governing the market organization for fishery products; professional activity, periods of specialist or refresher training, or further training courses, relevant to the duties described at I above will count as experience; in the case of further training courses, candidates must have obtained a diploma of a level at least equivalent to that required for admission to the competition.

3. Knowledge of languages

Candidates must have a thorough knowledge of one Community language (Danish, Dutch, English, French, German, Greek, Italian, Portuguese and Spanish) and a satisfactory knowledge of a second Community language.

C. SPECIFIC CONDITIONS APPLICABLE TO OFFICIALS AND OTHER SERVANTS OF THE EUROPEAN COMMUNITIES

The age limit does not apply to candidates who, on any date between publication of this Official Journal and 23 March 1990, will have been serving continuously as officials or other servants of the European Communities for at least one year.

III. CHECKING PROCEDURE

Before candidates are admitted to the tests, their qualifications will be checked to ensure that they correspond to the conditions specified in the notice of competition.

The check will be based on the information provided by candidates on their application form; candidates are accordingly requested to complete these forms with the utmost accuracy.

Should the selection board discover at a later stage in the procedure that the information provided does not tally with the supporting documents, it may declare the candidate ineligible.

IV. ADMISSION TO THE COMPETITION

The appointing authority will draw up a list of candidates satisfying the conditions at II.A and send it with the candidates' files to the chairman of the selection board.

After considering the files, the selection board will draw up a list of the candidates who meet the conditions at II.B and C and are therefore to be admitted to the competition.

Each candidate will be informed whether or not he/she has been admitted to the competition.

V. EXAMINATION OF QUALIFICATIONS AND ADMISSION TO TESTS

The selection board will establish the criteria on which it will examine the candidates' qualifications. On the basis of these criteria, it will examine the qualifications of candidates admitted to the competition and decide on the number to be admitted to the tests.

Each candidate will be informed whether or not he/she has been admitted to the tests.

VI. RECONSIDERATION OF APPLICATIONS

Any candidate who feels that a mistake has been made may ask to have his/her application reconsidered. Within 30 days of the date postmarked on the letter stating that he/she has not been admitted to the competition, the candidate may send a letter quoting the number of the competition to the chairman of the selection board COM/A/691, care of the Recruitment Unit, at the following address:

Commission of the European Communities,
COM/A/691,
200 rue de la Loi,
B-1049 Brussels.

The selection board will then reconsider the application, taking the candidate's comments into account, within 30 days of the date postmarked on the letter requesting reconsideration.

VII. *NATURE OF WRITTEN TESTS — TIME ALLOWED — MARKING*

1. *Nature of written tests*

- (a) An essay paper comprising a series of questions on a choice of subjects and/or a case study relating to major Community policies.
- (b) A practical test involving the application of Community legislation on fisheries and the market organization for fishery products.

2. *Time allowed*

The time allowed for the written tests will be fixed by the selection board and notified to candidates in the letter inviting them to attend.

3. *Marking*

Tests will be marked as follows:

- 1 (a) out of 20 (pass mark: 10);
- 1 (b) out of 40 (pass mark: 20).

VIII. *ADMISSION TO ORAL TEST — NATURE OF TEST — MARKING*

1. *Admission to oral test*

Candidates who obtain an aggregate of at least 30 marks in the written tests with a pass mark in each test will be admitted to the oral test.

Each candidate will be informed whether or not he/she has been admitted.

2. *Nature of test*

Interview with the selection board for the purpose of assessing, in the light of the information contained in the candidate's file, his/her general knowledge, knowledge of Community institutions and policies, knowledge of languages and suitability for the duties described at I above.

3. *Marking*

The test will be marked out of 40 (pass mark: 20).

IX. *LIST OF SUITABLE CANDIDATES*

Candidates who obtain an aggregate of at least 60 marks in the written and oral tests, including not less than 20

marks in the oral test, will be placed on the list of suitable candidates.

Each candidate will be informed whether or not he/she has been placed on the list.

X. *SALARY*

(See notice)

The basic starting salary for the career bracket covered by the competition ranges from Bfrs 177 630 (A 5/1) to Bfrs 198 676 (A 5/3) per month.

By way of example, the monthly net earnings of an unmarried official with no dependants, in receipt of expatriation allowance, will be Bfrs 162 254 for the first step in grade A 5.

XI. *APPLICATIONS*

Before completing the application form, candidates are asked to read the notice and the guide preceding this notice of competition.

The application form contained in this issue of the *Official Journal of the European Communities* should be duly completed and signed by the candidate. Photocopies of documents showing that candidates satisfy the conditions of eligibility at II.B and C must be attached so that the selection board can check that they correspond to the information provided on the application form.

The application form, together with the photocopies of supporting documents, should be sent, preferably by registered post, to the following address:

Commission of the European Communities,
Recruitment Unit — COM/A/691,
200 rue de la Loi,
B-1049 Brussels.

It must be postmarked not later than 23 March 1990.

Applications from officials and other servants of the European Communities may also be handed in, not later than 4 p.m. on 23 March 1990, to the:

— Recruitment Unit,
Commission of the European Communities,
Brussels, or the

— Personnel Unit,
Commission of the European Communities,
Luxembourg, or the

— administrative office of the Ispra, Karlsruhe, Geel or Petten Establishment of the Joint Research Centre,

in which case a receipt must be obtained.

The deadlines specified above do not apply to officials or other servants of the European Communities working in a Commission office or external delegation on condition that the Recruitment Unit (Brussels) is notified by a telex bearing a date and time not later than 4 p.m. (Brussels time) on 23 March 1990 that they intend to submit an application.

Candidates who are offered a post will subsequently be asked to produce the originals of examination certificates

or certificates from employers so that copies can be authenticated.

Candidates who have failed to submit a signed application form and all the supporting documents by the appropriate deadline will not be admitted to the competition.

To facilitate the administrative work of the selection board, candidates are asked to use the name given on the application form and quote the competition reference in all correspondence or diploma submissions.

Neither application forms nor supporting documents will be returned.

Amendment to the invitation to tender in relation to some measures to promote the use of flax for the 1987/88, 1988/89 and 1989/90 marketing years

(90/C 36/09)

(Official Journal of the European Communities No C 13 of 19 January 1990)

On page 8, point 2: the third paragraph shall read as follows:

'Tenders must be lodged not later than 2 March 1990 at 4 p.m. for the promotional and educational information measures and not later than 16 March 1990 at 4 p.m. for the research measures (see Annex).'

On page 10, Annex: in the first paragraph of Title I and in Title III:

for: 'ECU 1 350 000',

read: 'ECU 1 122 000'.
